

SECRET

DD/S 69-0947

27 FEB 1969

DD/S REGISTRY

FILE Training 3-1

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Presentation by the DDS to Orientation for  
Career Trainees on 14 March 1969

1. This memorandum is for your information.
2. As arranged with your secretary, your presentation to the Orientation to Intelligence for Career Trainees is scheduled from 1045 to 1130 on Friday, 14 March 1969. The class of approximately 30 will be held in Room 701 at 1000 Glebe Road.
3. The day of your presentation will be the final day of the two-week orientation course, and the activities of all but one of the Offices of the Support Directorate--the Office of Finance--will have been covered during the first week in the "Support Services bloc" of the course. Therefore, we suggest that your appearance before the CT's on this occasion be viewed not only as in your role as "DDS" giving a broad but detailed overview of the Support Services but as the ranking Agency official who is ex officio most directly concerned with the Career Training Program and its total impact on the Agency. A number of topics such as the Agency's "public image" in the media and its position on the campus may be of particular interest to this group. A copy of the schedule is attached.
4. We much appreciate your continuing manifestation of personal interest in the Career Trainees during their preliminary acquaintance-ship phase.

[Redacted Signature]

John Richardson  
Director of Training

25X1

Att.

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

☐ UNCLASSIFIED☐ INTERNAL  
USE ONLY☐ CONFIDENTIAL☒ SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Presentation by the DDS to Orientation for Career Trainees on 14 March 1969

FROM:

DTR *gn*  
819, 1000 Glebe

EXTENSION

NO.

DTR-2961

DATE

27 FEB 1969

25X1

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDS  
7D-26, Hqs.

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15.

*OK - only*

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